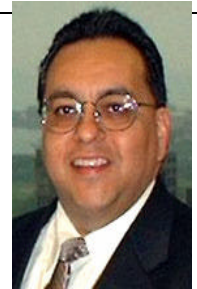




# THE PROCUREMENT BRIEFING

Volume 3, Issue 1  
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## GREETINGS FROM CHICAGO FEB CHAIR JOSEPH P. GALVAN



Joseph P. Galvan

### Chicago Federal Executive Board's Procurement Roundtable

**U.S. Small  
Business  
Administration**  
[www.sba.gov](http://www.sba.gov)



**Federal Aviation  
Administration**  
[www.faa.gov](http://www.faa.gov)



**Environmental  
Protection Agency**  
[www.epa.gov](http://www.epa.gov)



**General Services  
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**Department  
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[www.doe.gov](http://www.doe.gov)



**Minority Business  
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**I**t is an honor and my pleasure to welcome you to this issue of the Procurement Roundtable's quarterly newsletter

As HUD's Midwest Regional Director and now as FEB Chair, I embrace the Federal Government's commitment to ensuring that a fair portion of our contracts go to small, minority-owned and women-owned businesses – the 99% of all employers that employ more than half the private work force.

In FY 2004, approximately 200 small disadvantaged, women-owned and minority-owned business entrepreneurs attended the annual Procurement Conference sponsored by the Procurement Roundtable Committee and its State and City partners and gained valuable information about how to do business with government. The Roundtable also conducted FAR training for Federal contract and procurement officials.

I thank you for your continued commitment and your on-going efforts to

- eliminate barriers to minority- and women-owned business participation in our direct contracting as well as in contracting opportunities generated by the grant funds we provide;
- ensure that small and minority-owned businesses are treated fairly and can compete on an equal footing for contracts; and
- pro-actively reach out to men and women of every race, religion and socio-economic background to educate small and minority business owners about the procurement opportunities that exist in the Federal Government.

The Chicago FEB is proud to work with you as we strive to open doors, unleash the entrepreneurial spirit of minority- and women-owned businesses, and increase prosperity for all Americans.

Joseph P. Galvan  
Chicago FEB Chair  
Regional Director  
Field Policy and Management  
Department of Housing and Urban Development

## SBA and the HP Small Business Foundation Kickoff

**L**ast month, the U.S. Small Business Administration (SBA) and the HP Small Business Foundation, a non-profit subsidiary of HP, officially announced the Business Matchmaking schedule of both one-on-one and online matchmaking events for 2005. Tennessee Governor Phil Bredesen joined SBA Administrator Hector V. Barreto and Michael Pinckert, General Manager, Small and Medium Business for HP, in the announcement.

Business Matchmaking is a public-private sector contracting initiative made possible

through a cooperative agreement between the SBA and the HP Small Business Foundation. The program works by matching small companies with government agencies and private sector corporations including Fortune 500 companies. The small business and the buyer then have a chance to meet one-on-one or via phone and negotiate a business deal for potential contracts.

"Small businesses make up 99 percent of all U.S. businesses, employ nearly 56 million people and account for more than two-thirds

*(Continued on page 2)*

(Continued from page 1)

of all new jobs,” said SBA Administrator Hector V. Barreto. “The SBA and the HP Small Business Foundation are committed to supporting the success of these companies by enabling them to meet and negotiate contracts with government agencies and corporations. Business Matchmaking gives small business owners opportunities they may not otherwise have.”

“Helping small businesses thrive is vital to jumpstarting the economy, and until now, entrepreneurs in pursuit of government and large-company contracts have often had to learn by trial and error, sometimes at great expense, and for mixed results at best,” said Robyn West, vice president, Small and Medium Business, HP.

West continued, “Business Matchmaking streamlines this process, helping them find the right buyer at the right time. To date, the program has created nearly 23,000 appointments for small business owners throughout the U.S. to meet with buyers from government agencies as well as the country’s largest corporations – resulting in more than \$26 million in new business for small businesses.”

The 2005 Business Matchmaking one-on-one schedule includes events on the following dates in these cities:  
March 23, 24— Nashville

## THE PROCUREMENT BRIEFING

April 26— Washington, D.C.  
June 7, 8— Los Angeles  
Sept. 14— Milwaukee

Online Business Matchmaking, a new and innovative expansion announced earlier this year promises to greatly extend the reach of the current matchmaking program by enabling small business owners to participate in a virtual matchmaking process without having to travel to one of the above events. Online Business Matchmaking is scheduled start in 2005, initially as a pilot phase, on the following dates in these cities:

March 14— Phoenix  
March 28— Albuquerque  
April 4— Kansas City  
April 11— Tampa  
April 18— Denver

In September 2005, Online Business Matchmaking is slated to be rolled out nationwide to tens of thousands of small businesses that have not previously had access to similar procurement opportunities. Small Business owners interested in learning more about Business Matchmaking or participating in the upcoming events are encouraged to visit the Business Matchmaking Web site at [www.businessmatchmaking.com](http://www.businessmatchmaking.com)

## HUD’S COMMITMENT TO SMALL BUSINESS

*The U.S. Department of Housing and Urban Development (HUD) is committed to helping create President Bush’s vision of an environment where small businesses can flourish.*

**H**UD’s recent small and minority business efforts have outpaced every other federal agency. In FY 2003, 54% of the agency’s nationwide contracting dollars were awarded to small businesses and 33% were awarded to small businesses owned by women. Nearly 1,500 small businesses received \$549 million of the nearly \$1 billion in contracts HUD awarded in FY 2003.

In FY 2004, HUD allocated most of its contract purchases to Property Management, Marketing and Sales (33%) and Information Technology (32%). Other substantial expenditures were in Real Estate Owned and Mortgage Insurance Support (12%) and Professional, Technical and Logistical Support Services (9%). Small businesses received 67% of the contract dollars HUD awarded. Of this amount, 19% went to 8 (a) companies, 37% to Small Disadvantaged Businesses, 22% to Women-Owned Small Businesses, 1% to Service-Disabled Veteran-Owned Small Businesses and 3% to HUBZones.

HUD implemented a number of changes to improve access for small and minority-owned businesses. The changes that helped HUD move to first among federal agencies included:

- A complete revamping of “The Forecast of Contracting Opportunities” to create a friendlier forum for small business. The new Forecast provides e-mail addresses, phone numbers and other detailed information for each procurement.
- An aggressive increase in the number of outreach activities across the country so that every small business has the same opportunity to take advantage of HUD’s procurement opportunities. Last year alone, HUD participated in nearly 100 small business conferences and training sessions nationwide.
- A guarantee that all bid solicitation documents contain the required federal acquisition language for subcon-



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tracting requirements, along with HUD's increased policy goals.

- An increase in size of the Small Business staff to deal with the increasing participation of small business in HUD contracting opportunities, to monitor subcontracting compliance and to provide greater oversight towards mitigating the impact of contract bundling.

- Implementation of "Small Business Review Procedures" for all contract requests over \$25,000 in order to ensure that small and small disadvantaged businesses are provided with maximum practical opportunities to participate.

- A contract bundling review requirement for all task and delivery orders under multiple award contract vehicles.

The HUD web site - [WWW.HUD.GOV](http://WWW.HUD.GOV) - offers an entire library of information. HUD is also making an unprecedented effort to inform the Hispanic community about our programs and our many housing opportunities: through our comprehensive Spanish-language website - [WWW.ESPAÑOL.HUD.GOV](http://WWW.ESPAÑOL.HUD.GOV) - through our Spanish-language brochures and through a toll-free telephone hotline that provides important information in Spanish.

## NEW VISITOR CONTROL CENTER OPENS AT GREAT LAKES

### *New facility will improve security at Base*

The new Visitor Control Center (VCC) at Naval Station Great Lakes opened its doors to the public on Monday, Feb. 7. Located at Building 6130, the facility is positioned outside the normally secured perimeter of the base, thus allowing visitors to obtain passes without impacting traffic flow at the main gate.

Awarded to Design-Build Team Integrated/Mota Joint Venture of Chicago, the facility is designed to comply with Anti Terrorism Force Protection measures, allowing for lockdown and securing of the VCC facility when there is a heightened security concern. The contract was awarded to Integrated/Mota under a solicitation set-aside for companies in the Small Business Administration's 8(a) program.

"We're really happy with the quality of the building", stated LT David Culcasi, the Navy's Project Manager. "The contractor has gone above and beyond our expectations and

has given us a product that we are very happy with. We look forward to working with them on the rest of the gates project."



*The Visitor Control Center is the first phase of an on-going \$17.8 million entire gates project at Naval Station Great Lakes*

The completion of the VCC is the first phase of an on-going \$17.8 million entire gates project at Great Lakes. The project also includes options for design and construction of two truck inspection facilities, seven intrusion resistant gates improvements and associated fencing and site work. The work being done under this contract will have a major positive impact on the Navy's only Boot Camp at Great Lakes. The entire gates project competition date is scheduled for Nov. 30, 2005.



*The skylight in the VCC displays the Navy's trademark of Honor, Courage, and Commitment*



*The ground breaking ceremony for the new VCC took place on April 19, 2004. Participating in the ground breaking event were: (left to right), Mr. James Goldman, NTC Chief of Police; Jacques Cattat, Teng and Associates; Captain Tom Bersson, Commanding Officer, EFA Midwest; Captain Kathryn Hobbs, Commanding Officer, Naval Station; Les Shy, Integrated Construction; Ray Mota, Mota Construction; Bob Conner, U.S. Small Business Association, and Lieutenant Commander Darren Morton, Resident Officer in Charge of Construction, Engineering Field Activity Midwest.*

## Seeking Veteran Owned Businesses?

Check out the Department of Veterans Affairs website [www.vetbiz.gov](http://www.vetbiz.gov) to locate veteran owned businesses. The website houses a data base is called Vendor Information Page (VIP) which locates all veteran owned businesses. Veterans can register their business on this website.

## HIGHLIGHTS FROM 2004 CHICAGO FEB PROCUREMENT CONFERENCE



The Chicago FEB Procurement Roundtable Committee, along with their State and City partners, conducted its annual Procurement Conference on August 10, 2004 at the University of Chicago's Gleacher Center. Approximately 200 small disadvantaged, women-owned and minority-owned business entrepreneurs attended the conference and gained valuable information about how to do business with government.



**SAVE THE DATE!!!!!!**

**THE NEXT CHICAGO  
FEB PROCUREMENT  
CONFERENCE IS**

**Wednesday - August 17, 2005  
Gleacher Center**

## Calendar of Events

### MARCH

**Mar 8 - 8, 2005**, Columbia, MD; *Learn To Write Your Own GSA Schedule*. Event Sponsor: Contracting Resources Group, Inc. Contact Information: Victoria DiPalo, 703-216-4451, E-Mail: [victoria@contractingrg.com](mailto:victoria@contractingrg.com). Web site: <http://www.contractingrg.com>

**March 14-16, 2005 (8:00 AM-5:00 PM)**, Chicago, IL (James Thompson Center—100 West Randolph Street, 2nd Floor); *SBA Executive Seminar: 7(j) Management and Technical Assistance*. For more information and to register online for this seminar, visit <http://aamuri.aamu.edu/sba/sba>. Select SBA 7(j) Training Program at the top right corner, select registration, complete the registration form and select submit to reserve your seat for this training. If you do not have online capabilities, please contact Jennifer Byrd at 1-800-596-5138.



### APRIL

**April 26-28**, Washington, D.C., U.S. Small Business Administration's *National Small Business Week EXPO*. For more information, contact (202) 205-8414 or [Expo@sba.gov](mailto:Expo@sba.gov).